Porms

ROUTING AND RECORD SHEET				
SUBJECT: (Optional)				
Coordination of Television Techniques and Facilities				
FROM:			EXTENSION	NO.
James H. McDonald Director of Logistics				OL 2 0334a STAT
Building				# FEB 1982
TO: (Officer designation, room number, and building)	DATE		OFFICER'S	
	RECEIVED	FORWARDED	INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. EO/DDA				
7D18 Hqs				Per our discussion, we are
2.	 		· · · · · · · · · · · · · · · · · · ·	willing to assume the technical
•				monitorship and accountability roles. While we have some
3.	+	 		expertise in video reproduction
				and playback equipment in P&PD,
4.	 			we are not up to speed on TV cameras, sound and other program
				production equipment. We may
5.				need to develop this expertise and require additional resources
				of a body or two.
6.			· · · · · · · · · · · · · · · · · · ·	
7.				James H. McDonald
				Director of Logistics
8. ADDA				
9.				
DDA				STAT
DDA				JIAI
11.				
			•	
12.	<u> </u>			
13.				
14.				
15.				

FORM 610 USE PREVIOUS EDITIONS

8 FEB 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM:

James H. McDonald

Director of Logistics

SUBJECT:

Coordination of Television Techniques and

Facilities

REFERENCE:

Your memo, dtd 25 Jan 82, same subj.

(DDA 82-0020/2, OL 2 0334)

- 1. Referent memorandum requested that the Office of Logistics (OL) develop a proposal for coordinated television equipment procurement and maintenance, and provide a plan for conducting am Agency-wide inventory of television equipment.
- 2. To accomplish the Agency inventory of television production equipment and subsequent updating of same, we have developed the following action plan:

STAT

a. Selicit from each directorate an inventory of this type property.

office is coordinating a draft memorandum dated

27 January with

of the Executive

Director's Planning Staff which will request the inventory be conducted. The attachment that will accompany the memorandum provides a format to be used in taking the inventory.)

STAT

- b. OL will consolidate the submissions forwarded and record the inventory in a computerised program. The program has already been established in the Virtual Memory System utilizing the INFO Software Package.
- c. Provide Agency components with a consolidated listing. This listing will be updated annually with changes to previous submissions provided by each directorate.
- 3. As you are aware, it is OL pelicy to ensure compliance with regulatory issuances which require special approvals on requests for selected property items prior to processing for purchase. This authority is vested in these

OL 2 0334a

SUBJECT: Coordination of Television Techniques and Facilities

offices having expertise in a specific field and/or an operational interest in the requirement for the equipment. Such authority has been granted to the Offices of Data Processing, Communications, Security, Information Services, International Activities and the Division/DDO, as well as other offices.

STAT

In view of the above, we suggest that the Printing & Photography Division (P&PD), OL, which has some expertise with vides equipment and reproduction, be designated the focal point for the Agency television equipment programs. As such, PAPD will assume the same responsibility for television equipment and services as they new have under the Agency-wide Copier Management Program. This would encompass the approval, funding, acquisition, and disposal of all television equipment and the maintenance thereof to ensure that maximum benefits are realized by the Agency.

/s/ James 11. McDenald

James H. McDonald

Distribution:

Orig - Addressee

1 - SMB/Chrono

1 - SMB/Off. Subj. (EQUIPASUP 5 TV) office, whif

1 - OL/PD

1 - OL/PEPD

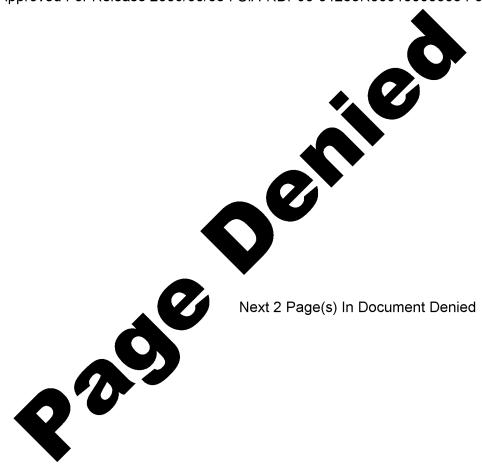
D- OL Files

1 - D/L Chrono

(5 February 1982) OL/SD/SMB

STAT

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Approved For Release 2009/06/03 : CIA-RDP90-01235R000100060034-0

2 5 300 1982

MEMORANDUM FOR: Director of Logistics

FROM:

Harry E. Fitzwater

Deputy Director for Administration

SUBJECT:

Coordination of Television Techniques and Facilities

REFERENCE:

Multi Adse Memo, dtd 20 Jan 82, same Subject

1. Forwarded herewith is a copy of reference memorandum concerning the Agency's use of television techniques and equipment. In keeping with the Executive Director's request, please develop a proposal for coordinated television equipment procurement and maintenance which we can review.

2. With regard to the requirement for an Agencywide inventory of television equipment (and the periodic updating of same) which was discussed several weeks ago, please provide me with your "game plan" and expected time table to carry out this task.

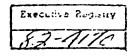
Harpy E. Fitzwater

Attachment

cc: D/OC D/OTE STAT



20 January 1982



DD/4 Registry

MEMORANDUM FOR:

Deputy Director for Administration

Deputy Director for Intelligence

Deputy Director for Operations

Deputy Director for Science & Technology

FROM:

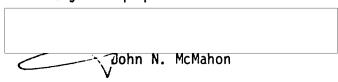
John N. McMahon

Executive Director

SUBJECT:

Coordination of Television Techniques and Facilities

- 1. I understand staff-level discussions have taken place on establishing an advisory panel for coordinating the acquisition and use of television facilities and for developing policy options for using television within the Agency. Rather than create another panel that could require staff support, I prefer to look to each of you to ensure that the appropriate coordination is taking place and any promising policy initiatives are forwarded for consideration.
- 2. The DDA should continue its efforts to develop a plan for coordinated equipment procurement and maintenance and should develop and maintain an Agency-wide inventory of equipment.



cc: DDCI

STAT

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